

HPA Modification Information Sheet

Applicants or authorized agents can request modifications to issued HPAs. All HPAs since November 8, 2012 include guidance to permittees in the “Apply to All Hydraulic Project Approvals” section about how to apply for modifications. There are two types of modifications – Minor and Major. See below for guidance regarding each type.

Minor Modifications

- There are two types of minor modifications
 - **Minor modification to the required work timing**: An extension within the current work season only when there are no spawning or incubating fish present within the vicinity of the project
 - **Minor modification to the plans and specifications approved in the HPA**: Any changes in the materials, characteristics or construction of the project that does not alter the project's impact to fish life or habitat and does not require a change in the provisions of the HPA to mitigate the impacts of the modification
- Are not subject to HPA application fees
- Applicant/agent must make request for minor modification in writing to Olympia or through APPS (if HPA was applied for in APPS). Address and email address listed at the end of the HPA.
- Minor modification must be approved if fish life can be protected
 - **Approval must be documented in writing via letter or email** to applicant/agent
- Minor modification will be denied if fish life cannot be protected under the current provisions of the HPA
 - **Denial will be documented in writing** to applicant/agent
 - A denied minor modification may be resubmitted as a major modification with payment of application fee, if applicable

Major Modifications

- Any modification that does not meet the definition of a minor modification is a major modification
 - Time extensions longer than the current work season
 - Significant changes to plans and specifications
- Major HPA modifications are subject to the application fee, except when the project was not originally subject to fees.
- Must be documented by issuing a revised HPA
- Applicant/agent must make request for major modification in writing to Olympia or through APPS (if issued in APPS) and include payment with request. Address and email address listed at the end of the HPA.
- Major modification must be approved if fish life can be protected by revision to the HPA, including acceptance of updated plans
 - A new HPA will be issued, if approved
- Major modification will be denied if fish life cannot be protected
 - The denial will be documented by the issuance of a denial letter